

SHRI BINZANI CITY COLLEGE

Umrer Road, Nagpur

11-08-2021

NOTICE

INTERNAL EXAMS GRIEVANCE COMMITTEE

2021 – 22

Internal Exams Grievance Cell members, IQAC Coordinator and Co-coordinator are informed that a Meeting is going to be held on **13th August 2021 at 1 pm** in the IQAC Conference Room to discuss the following:

AGENDA

1. To discuss about the issues faced by the students in the University exams.
2. To discuss about the distribution of the I-cards to the students.
3. To distribute the workload of uploading the Internal Assessment marks on the University portal.



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Principal
S.B. City College, Nagpur

SHRI BINZANI CITY COLLEGE

Umrer Road, Nagpur

13-08-21

INTERNAL EXAMS GRIEVANCE COMMITTEE

2021 – 22

Minutes of the Meeting of Internal Exams Grievance Cell held on 13th Aug 2021 at 11 am

The following members were present on the occasion:

Dr Sujit Metre (Principal), Dr Sandeep Tundurwar (Vice Principal), Dr Afroz Sheikh (Incharge – Arts Faculty), Dr Pranjali Kane (IQAC Coordinator), Dr Narendra Raghatate (IQAC Co-coordinator)

The following issues were discussed in the meeting:

1. The issues faced by the students appearing for the Even Semester University exams conducted by the University were discussed. It was decided that:
 - a. The Contact details of the Committee members would be circulated through all the Students' Whats App groups. The Details would be pasted on the Notice Board and at other vantage places also.
 - b. Shri Chandrashekhar Burbure would look after the issues of the regular students whose results were withheld. While Shri Mukesh Uikey will look after the issues of the students appearing for supplementary exams.
2. It was decided that the students will be given Admit Cards in the offline way online. In case of special students, the screenshots of Admit Cards would be sent to them only after a formal request is received by the Class Mentors.
3. It was decided that the responsibility of uploading the marks of Internal Assessment would rest with the individual Subject teachers and the clerk Shri Pravin Vaidya. They must submit authenticated hard copy of the marks to the HoDs.
4. The meeting adjourned at 1.45 pm with the permission of the Chair.



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26-04-2022

INTERNAL EXAMS GRIEVANCE COMMITTEE 2021-22

NOTICE

This is to inform all the members of the Internal Exams Grievance Committee, IQAC Coordinator and the IQAC Co-coordinator are hereby informed that the second meeting of the Committee will be held on 30th April 2022 in the Principal's cabin at 12.30 pm.

AGENDA

1. To discuss about the Viva voce to be arranged before the forthcoming Final Sem exams.
2. To discuss about the issues of students whose internal marks were not reflected in their marksheets.
3. To discuss about the forthcoming Summer 2022 University exams.



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02-05-2022

INTERNAL EXAMS GRIEVANCE COMMITTEE 2021 – 2022

The second meeting of the Internal Exams Grievance Committee was held on 30th April 2022 at 12.30 pm in the Principal's cabin. The following members were present on the occasion:

Dr Sujit Metre (Principal)
Dr Afroz Sheikh
Dr Pranjali Kane (IQAC Coordinator)
Dr Narendra Raghatare (IQAC Co-coordinator)
Dr Narendra Gharat – Criterion II (Head)

The following issues were discussed and decided upon:

1. It was decided that the viva-voce would be conducted for the final semester students on priority basis in a hybrid mode. The students who are unable to come to submit assignments should be asked to send the assignments to the respective Google classrooms. Teachers should conduct their viva voce on zoom platform and keep record of the same. The fourth semester viva voce should be conducted after the sixth semester viva and the correspondingly the second semester viva voce should be conducted.
The students who miss their viva due to genuine reasons should be given another chance keeping in mind the fact that they can be outside students.
2. It was decided that the list of the students who have faced issues of internal marks not reflecting in the marksheets should be prepared and the follow up should be taken by the respective Class Mentors and the clerk.
3. It was decided that the students who are appearing for the supplementary exams would be informed personally by the Class Mentors about the date of the exams and the issuance of the admit cards before hand to avoid further complications.

The meeting adjourned at 2 pm with the permission of the Chair.



Principal
S B City College